



United States
Department of
Agriculture

Food and
Nutrition
Service

Mountain
Plains
Region

1244 Speer Boulevard, Suite 903
Denver, Colorado 80204-3585

Reply to
Attn of:

MPSF:WC-08-02-I

ACTION BY October 26, 2007

OCT 05 2007

Subject:

Nominations for the National Advisory Council on Maternal, Infant and Fetal Nutrition

To:

All WIC State Agencies
Mountain Plains Region

The purpose of this memorandum is to request nominations for the two vacant positions of *Parent Participation in the WIC Program* on the National Advisory Council. Definition of the position and a fact sheet on the Council are attached for your information.

The Council was legislatively mandated in 1975. The Council makes a continuing study of the operation of the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) and the Commodity Supplemental Food Program (CSFP) to determine how the programs may be improved. It is composed of 24 members who represent Federal, State and local governments, industry, and organizations with a common interest in the management of WIC and CSFP, including parent participants in both programs.

The Council meets once a year at the Food and Nutrition Service (FNS) Headquarters, in Alexandria, Virginia, to discuss program issues and ways program operations may be improved. Members of the Council serve without compensation, but receive reimbursement for travel and subsistence incurred by them in the performance of the duties of the Council.

We are requesting submission of several nominations for these positions so that the Secretary of Agriculture will have a good selection of candidates. Nominations should include, to the extent practicable, individuals with demonstrated ability to represent minorities, women and persons with disabilities. We ask that you actively solicit a diverse group of individuals for the vacant positions. Nominators may contact the individuals they would like considered for Council membership before submitting the required biographical information sheets. However, these individuals should be advised that the inquiry is just an informal query to obtain biographical information.

Two forms must be submitted for each person who is nominated. A biographical information sheet (FNS-733) entitled "*Nominee Biographical Information*" and form AD-755, "*Advisory Committee Membership Background Information*," must be completed in full (including signature) for each nomination. A copy of each of these forms is attached.

Nominations must be submitted to our office by **October 26, 2007** to Vanessa Head of my staff. Although members will be cleared and appointed as soon as possible, please understand the process

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